

Transfer  
in appro-  
priations  
for Civil  
Engineer-  
ing: Sur-  
veying &  
Geodesy

91 A transfer of \$250 in the appropriations of the Department of Civil Engineering: Surveying and Geodesy, as follows:-

|   |         |
|---|---------|
| From "Summer Survey Camp - Repairs, Renewals and Maintenance" | - \$200 |
| "Supplies"  | - 50    |
| To "Salaries"   | - \$250 |

Fees for  
Business  
Course

That a Business Course on "Accident Prevention" be established in the Department of University Extension and Publicity at a fee of \$5.00 for each individual student, or \$3.00 each if groups of five or more from the same organization enrol.

Request  
from Mar-  
garet Eaton  
School re  
Physical  
& Health  
Education  
Course

The President presented the following letter from Miss Florence A. Somers, Director of the Margaret Eaton School, in connection with the incorporation of the School into the new course of Physical and Health Education recently established in the University:-

"Mr. A. B. Fennell,  
Secretary of the Senate,  
University of Toronto,  
Toronto, Ont.

Dear Mr. Fennell:-

I wish to apply to the Senate of the University of Toronto for consideration of the question of incorporating The Margaret Eaton School into the new course of Physical and Health Education recently organized in the University.

A Committee from the School will be glad to meet with representatives of the Senate to answer any questions they may wish to ask regarding the school organization and curriculum.

Very sincerely yours,

February 12, 1941.

(Sgd) Florence A. Somers"

After discussing the matter the Board authorized the Chairman to appoint a Committee to meet with representatives of the School, and this Committee was constituted as follows:-

The Chairman  
The Vice-Chairman  
The President

Approval  
for rural  
practice-  
teaching  
classes,  
Ontario  
College of  
Education

The President also presented a letter from Dean Althouse regarding provision of rural practice-teaching for the students enrolled in the Public School supplementary course at the Ontario College of Education, and the Board approved of the following recommendations in this connection which had been concurred in by the Minister of Education:-

Dr. R. A. Cleghorn, Medicine *May 22/41* \$ 530.00 as advances for the following war projects under the direction of Dr. R. A. Cleghorn in the Department of Medicine:-  
\$330 - for Project No. 9-1  
200 - " " No. 9-2 on the Council's new grant for a "study of the value of hormone therapy in the treatment of haemorrhage cold shock".  
241.65 on account of grant to Dr. D. Y. Solandt in the Department of Physiology for research in Cockpit Lighting of Aeroplanes.  
3,050.00 from the Council's War Technical and Scientific Development Committee in connection with Project C-1000-1 for chemical research under Dr. A. R. Gordon.

Dr. D. Y. Solandt, Physiology

Dr. A. R. Gordon, Chemistry

Miscellaneous:

Naval Technicians' Course

Coleman Medal

St. Margaret's College Alumnae Scholarship

Report of Special Committee re Margaret Eaton School

\$7,400.00 from the Department of National Defence in payment of balance of tuition fees of 50 ratings and 24 officers taking the Naval Technicians' Course.

500.00 from Miss Helen Coleman (anonymously), niece of the late Professor A. P. Coleman, to augment the fund already established for the Coleman Medal in Geology so that the medal may be maintained in perpetuity as a memorial to Professor Coleman. Miss Helen Coleman and her aunt, Miss Helena Coleman, have specifically requested that their names be in no way associated with this gift.

75.00 for payment of the award for 1941-42 of the St. Margaret's College Alumnae Association Scholarship in the Department of Social Science.

Dr. Macdonald, as Chairman of the Special Committee appointed to consider the application of the Margaret Eaton School for incorporation into the new Course on Physical and Health Education at the University, made a report of the Committee's findings, and

Upon motion of Chief Justice Rose,  
Seconded by Mr. Morrow,  
It was Resolved -

That the Board approve of the report of Dr. Macdonald, as Chairman of the Special Committee re the Margaret Eaton School, embodying the acceptance of the School in the University, a transcript of which report is not presented but is to be prepared for inclusion in the minutes as follows:-

"To the Board of Governors,  
University of Toronto.  
Gentlemen:-

The Committee appointed to consider the suggestion that the Margaret Eaton School be incorporated in the new course on Physical and Health Education beg to report:-

1. That we have held a conference with the representatives of the Margaret Eaton School, and Dr. Ryerson, Director of the new University Course.

2. That at this conference it was established that if the proposal was accepted the University would receive the use of the Gymnasium, Swimming Pool, Offices, Lecture Room and Library now occupied by the Margaret Eaton School in the T. Eaton Company recreational buildings at Yonge and McGill Streets at a probable maintenance cost to the University of \$1,067.00 a year, a nominal rental of \$1.00 a year being charged by the T. Eaton Company with no charge for heating.

It is to be noted that the facilities thus made available are urgently needed if the work of the new department is to be satisfactorily performed, and that in return for these

facilities the University will be expected -

- (a) to maintain the course in Health and Physical Education.
- (b) to include, for a period of three years, the name "The Margaret Eaton School" on the stationery and literature of the Department.
- (c) to permit the Margaret Eaton School graduates of the last four years, who have Senior Matriculation, and an average standing of 70% or over, to complete University Course in two years; the courses for which credit is given to be decided by the Department.
- (d) to provide the use of office staff for service of the Margaret Eaton School Alumnae with regard to positions, credentials, News Letters, etc.

3. The University will also require to appoint to positions on the staff of the Department of Physical and Health Education four indicated members of the present staff of the Margaret Eaton School at a cost of approximately \$7,175.00 annually, an amount which it would seem would be amply covered by fees to be received, judging from the experience of the Margaret Eaton School over a period of years.

It is to be noted that in his proposed organization of the Department Dr. Ryerson will require the services of the appointees designated, and that they are highly qualified. As Miss Coventry is resigning her position on the University staff at the end of June, Miss Somers' appointment would be most timely.

4. A proposal is also made that a Residence for out of town students, which has been maintained by the Margaret Eaton School, be continued by the University. Your Committee suggest that this question be referred to the President for report.

There is appended for your further information a statement regarding the Margaret Eaton School, and which is marked Exhibit A.

There is also appended and marked Exhibit B a letter from Mr. R. Y. Eaton to the President of the University agreeing to the proposal and offering two substantial scholarships in the Department.

In view of all the circumstances your Committee are of opinion and so recommend that the proposal of the amalgamation of the Margaret Eaton School with the Department of Physical and Health Education be approved on the conditions outlined and that the President be authorized to acknowledge Mr. R. Y. Eaton's letter and to accept with thanks the generous offer of the scholarships.

In submitting their finding the Committee report that in connection with the new course and the taking over of the Margaret Eaton School the estimated income is \$19,620.00 while the estimated cost for salaries and maintenance is \$12,340.00, leaving a balance of \$7,280.00.

Respectfully submitted,

(Sgd) D. Bruce Macdonald  
Chairman of Committee.

Invest-  
ment of  
\$100,000  
in new  
Victory  
Loan 1941

In connection with the forthcoming campaign for the  
Victory Loan of 1941 -

It was moved by Mr. Ross,  
Seconded by Mr. LaBine,  
And Resolved -

That authority be and is hereby given for the investment of the sum of One Hundred Thousand Dollars (\$100,000) in bonds of the Victory Loan of 1941, \$50,000 of this amount to be provided from the funds of the Connaught Laboratories and transmitted to the Bursar; the maturity of such bonds to be decided by the Chairman of the Finance Committee and the Bursar.

June 12/41

Proposed arrangements re Course on Physical & Health Education

Regarding the incorporation of the Margaret Eaton School in the Course on Physical and Health Education, the proposed arrangements in this department were presented by the President and approved, confirmation of the following estimates to be given at the next meeting of the

Board:-

EXPENDITURES - 1941-42

SALARIES:

1. Physical Education

|   |                    |   |
|---|--------------------|---|
| Men:  |                    |   |
| Assistant Professor, Warren A. Stevens                  | \$ 300.00          |   |
| Assistant Professor, M. G. Griffiths                    | 3,600.00           | - |
| Associate, J. E. McCutcheon                             | 100.00             |   |
| Assistant, C. Zwygard                                   | 700.00             |   |
| Women:  |                    |   |
| Assistant Professor, Miss J. M. Forster                 | 200.00             |   |
| Assistant Professor, Miss F. A. Somers                  | 2,425.00           | - |
| Assistant Professor, Miss D. N. R. Jackson              | 1,700.00           | = |
| Associate, Miss S. E. Naylor                            | 1,300.00           | - |
| Assistant (Clerical and Gymnasium) Mrs. Margaret Graham | 700.00             |   |
| Assistant (Remedial Gymnastics) Mrs. G. Finley          | 100.00             |   |
| Secretary, Miss C. H. Layton                            | 1,750.00           |   |
|   | <u>\$13,275.00</u> |   |

2. Health Education

a. Functional Anatomy

|                                    |                   |  |
|------------------------------------|-------------------|--|
| Professor                          | \$ 500.00         |  |
| Associate Professor, H. A. Cates   | 250.00            |  |
| Associate Professor, A. W. Ham     | 550.00            |  |
| Assistants (to be appointed)       |                   |  |
| b. <u>Applied Physiology</u>       |                   |  |
| Professor                          | 300.00            |  |
| Associate Professor, D. Y. Solandt | 700.00            |  |
| Assistant Professor, R. E. Haist   |                   |  |
| c. <u>Health Education</u>         |                   |  |
| Professor, E. S. Ryerson           | 500.00            |  |
|                                    | <u>\$2,800.00</u> |  |

3. Maintenance

|  |           |  |
|--|-----------|--|
| <u>Physical Education</u>                              |           |  |
| Men (equipment, supplies, etc.)                        | \$ 300.00 |  |
| Women (Margaret Eaton School Building, Yonge & McGill) | 1,116.91  |  |
| (equipment, supplies, etc.)                            | 200.00    |  |
|  | 200.00    |  |

Functional Anatomy

|   |                    |  |
|---|--------------------|--|
| <u>Administration</u>   |                    |  |
| General Expenses (stationery, office supplies, incidentals, etc.) | 500.00             |  |
|   | <u>\$ 2,316.91</u> |  |

Summary

|                               |                    |  |
|-------------------------------|--------------------|--|
| Physical Education (Salaries) | \$13,275.00        |  |
| Health Education (Salaries)   | 2,800.00           |  |
| Maintenance                   | 2,316.91           |  |
|                               | <u>\$18,391.91</u> |  |

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## For the Session 1941-42 (Cont'd)

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d)

Athletics and Physical Education - Women:

|  |         |
|--|---------|
| Assistant Physical Director: Miss J. M. Forster  | \$1,500 |
| Swimming Instructor: Miss E. A. Edwards          | 1,200   |
| Gymnasium and Clerical Assistant: Mrs. M. Graham | 300     |

Health Service - Men:

|                                |       |
|--------------------------------|-------|
| Office Assistant: J. M. Thomas | 1,200 |
|--------------------------------|-------|

Department of Physical and Health Education:

|                            |     |
|----------------------------|-----|
| Assistants: Mrs. G. Finley | 100 |
| Mrs. M. Graham             | 700 |
| C. Zwygard                 | 700 |

|                              |       |
|------------------------------|-------|
| Secretary: Miss C. H. Layton | 1,750 |
|------------------------------|-------|

Faculty of Arts:

|                         |     |
|-------------------------|-----|
| Chemistry:              |     |
| Assistant: W. L. Godson | 650 |

|  |       |
|--|-------|
| History:                               |       |
| Special Lecturer: G. G. Coulton        | 1,500 |
| Secretarial Assistant: Miss F. C. Hahn | 900   |

|   |               |
|---|---------------|
| Physics:  |               |
| Research Associate in Geophysics: N. B. Keevil    | \$300 per mo. |
| Fellow in Geophysics: R. F. Errington             | 125 "         |
| Research Assistants, Geophysics: F. J. P. Consitt | 175 "         |
| J. W. Dale  | 1,000         |

|   |    |
|---|----|
| Zoology:  |    |
| Research Assistant: F. Laughlin, July and August<br>(vice S. Vickers) | 72 |

|   |     |
|---|-----|
| <u>Faculty of Medicine:</u>                 |     |
| Assistant, Histology: H. deW. Ball          |     |
| Demonstrators: M. J. Wilson, X-Ray Anatomy  | 500 |
| D. R. Murray                                | 400 |
| Miss K. I. McMurrich                        | 400 |
| E. A. Montgomery, Dental Anatomy            | 800 |
| Museum Technician (part time): B. L. Guyatt | 350 |
| Third Laboratory Assistant: H. Lloyd        | 600 |
|   | 650 |

|  |                       |
|--|-----------------------|
| Bio-Chemistry:                         |                       |
| Demonstrator: Mrs. J. M. Fisher        |                       |
| Fellows: A. D. Barton \$800            | D. H. Laughland 1,100 |
| Miss E. A. Macpherson 1,050            | J. Tuba 800           |
|  | 950                   |
| Hygiene & Preventive Medicine:         |                       |
| Demonstrators: A. M. Fallis 400        | R. Hare 400           |
| Class Assistant: Miss G. Mickle        |                       |
| Laboratory Assistant: Miss F. E. Neill | 1,000                 |
|  | 600                   |

|                       |                     |
|-----------------------|---------------------|
| Medicine:             |                     |
| Senior Demonstrators: |                     |
| G. Bates \$200        | G. F. Boyer 200     |
| E. A. Broughton 300   | E. E. Cleaver 200   |
| H. A. Dixon 200       | J. G. Falconer 200  |
| G. W. Lougheed 500    | J. H. McPhedran 200 |
| E. J. Maltby 200      | W. E. Ogden 200     |

|                       |                       |
|-----------------------|-----------------------|
| Junior Demonstrators: |                       |
| C. R. Burton 150      | E. P. Brocks 150      |
| R. A. Cleghorn 3,000  | T. A. Crowther 150    |
| T. A. Crowther 150    | J. W. Graham 1,500    |
| F. C. Hamilton 150    | L. M. Murray 150      |
| A. E. Parks 150       | D. J. Prendergast 150 |
| J. A. Walters 2,400   | N. M. Wrong 150       |

|  |                   |
|--|-------------------|
| Junior Demonstrators, Clinical Microscopy: |                   |
| H. M. Gray 250                             | A. H. Squires 150 |

|                               |                     |
|-------------------------------|---------------------|
| Research Assistants:          |                     |
| Miss M. I. Hanna 1,440        | N. W. Simmons 1,200 |
| Fellow: K. J. R. Wightman     | 1,000               |
| Secretary: Miss S. H. Clutton | 1,560               |

|                             |                      |
|-----------------------------|----------------------|
| Obstetrics and Gynaecology: |                      |
| Senior Demonstrators:       |                      |
| W. A. Dafoe 200             | S. J. N. Magwood 200 |

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*June 26/41*  
Death of  
Dr. G.M.  
Biggs

The President also reported the death of Dr. G. M. Biggs, Professor Emeritus of Oto-Laryngology, and the Board expressed much sympathy for the family and deep appreciation of the valuable services of Dr. Biggs while on the staff of this University.

Revision  
of min-  
ute re  
Underhill  
case

The minutes of the last meeting were read and confirmed with the exception of the reference to the Underhill case, the revision of which was to be prepared by the Chairman and the Bursar and approved by Hon. Dr. Ferguson.

Arising out of the minutes the following matters were dealt with:-

Banting  
and Best  
Research  
Fund

On May 10, 1923, the Board approved of the following apportionment of the \$10,000 grant from the Provincial Government for the Banting and Best Research Fund:-

|  |   |                    |
|--|---|--------------------|
| Dr. Banting's salary                       | - | \$ 5,000.00        |
| For expenses of research under Dr. Banting | - | 2,500.00           |
| " " " " "                                  | - | 2,500.00           |
| Dr. Best                                   | - | <u>\$10,000.00</u> |

Subsequently on May 8, 1941, following the death of Sir Frederick and the appointment of Dr. Best as Head of the Banting and Best Department of Medical Research, this apportionment was revised as follows:-

|                             |   |                    |
|-----------------------------|---|--------------------|
| Professor Best's salary     | - | \$ 5,000.00        |
| Other salaries and expenses | - | 5,000.00           |
|                             | - | <u>\$10,000.00</u> |

and upon the President's recommendation approval was given at to-day's meeting to have this amount credited as follows:-

|                            |   |                    |
|----------------------------|---|--------------------|
| Medical Research - Banting | - | \$ 5,000.00        |
| Medical Research - Best    | - | 5,000.00           |
|                            | - | <u>\$10,000.00</u> |

Use of  
Margaret  
Eaton  
School  
premises

Regarding the arrangements made between the T. Eaton Company Limited and the Governors for the use of the Margaret Eaton School premises by the Eaton Girls' Club in connection with the Course in Physical and Health Education, the Secretary reported that upon the signing of the agreement this accommodation had been enlarged by the addition of Friday evenings for the use of the swimming pool.

ns  
1) Miscellaneous:

\$ 1,000.00 from the Union Gas Company to aid on some Geophysical work in the Department of Physics, and to be credited to the Wenner Gren Geophysics Fund.  
100.00 from Mrs. B. Kilbourn for credit of the William Emerson Wickett Scholarship in Applied Science.  
100.00 from the Delta Phi Epsilon Sorority to cover the award of their Bursary for 1942-43.  
100.00 from the White Pine Bureau to cover this year's award of their Scholarship in the Faculty of Forestry.  
75.00 from Mr. A. L. Washburn, New Haven, Conn., for research work in Geophysics, and to be credited to the Wenner Gren Geophysics Fund.

*May 14/42  
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The President reported the offer of an anonymous donor to give the sum of \$500 a year for three years for a fellowship to be known as the "Newton Wesley Rowell Fellowship in Law" for graduate legal studies in the School of Law, in memory of the late Hon. N. W. Rowell, LL.D., former Chief Justice of Ontario, founder and first honorary president of the Law Club of the School of Law of the University of Toronto, and for many years a member of the Board of Governors. This offer was accepted with sincere thanks and appreciation, and the matter referred to the Council of the School of Law and to the Senate Committee on Scholarships for settlement of the academic details.

The Bursar presented his statement, certified by the Auditor, of the expenditure made by him from the Accountable Warrant authorized on April 9, 1942, and the same was laid on the table. Also his Estimate, under By-Law Number 20, of the amount required to defray Current Expenditure for the balance of the month of May and the first part of the month of June. Ordered that an Accountable Warrant for Three Hundred and Fifty Thousand Dollars (\$350,000) be issued to the Bursar.

n.  
ar-  
n The Bursar informed the Board that he had received from the T. Eaton Company a list of the books which they had donated to the University when the Margaret Eaton School was incorporated in the School of Physical and Health Education. These books are in the building at Yonge and Gerrard Streets and in the School Residence at 99 St. George Street, and the T. Eaton Company is continuing the insurance on the books at the Yonge Street building until October 1, 1942. The Governors expressed sincere appreciation of this generous gift and of the action taken in connection with the insurance.

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Dec 10/42

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Upon motion of Mr. Bryce,

Seconded by Mr. LaBine,

Authority was given for the completion of the following agreements:-

(1) With the Department of Public Works, Dominion Government, for the rental of part of the ground floor of the Economics Building, 273 Bloor Street West, at \$1,200 per annum for one year from November 18, 1942, with the option of renewing the lease from year to year, and on the understanding that the University looks after the maintenance costs and that the Government reimburses the University for necessary alterations.

(2) With the Department of Labour, Dominion Government, for the holding of two evening classes in Personnel Administration commencing in April, 1943.

(3) With the Board of Education, City of Toronto, in connection with the lease of a Portable School Building for classes in Physiotherapy to be erected on University property immediately west of 184 College Street, at a rental of \$1.00 per year and an undertaking to pay the cost of erection and maintenance, estimated at approximately \$1,800., and possibly a like amount for dismantling, removing and re-erecting on such site as may be determined by the Board of Education.

There was presented the following letter from Mr. John D. Eaton, President of the T. Eaton Company Limited, transmitting cheques for the endowment and maintenance of the Margaret Eaton Library in connection with the School of Physical and Health Education:-

"The Hon. and Rev. H.J. Cody, M.A., D.D., LL.D.,  
President, University of Toronto,  
Queen's Park,  
Toronto, Ontario.

Dear Doctor Cody:-

RE: The Margaret Eaton Library

When the amalgamation of the Margaret Eaton School with the School of Physical and Health Education of the University of Toronto was consummated, it was arranged with you that the Margaret Eaton School would donate to the University the books constituting its present Library; together with the sum of \$10,027.56, being the cash surplus to the credit of the School, a cheque for which is enclosed.

It is understood as follows:-

THAT you will use these books and expend this sum of money as may be required to furnish and equip an up-to-date Library, including the necessary books for use in connection with the School of Physical and Health Education of the University of Toronto, and other appropriate books on Literature and Expression.

THAT the Library will be permanently designated as 'The Margaret Eaton Library' in recognition of the part which the late Margaret Wilson Eaton, the widow of the Founder of this business, played in the establishment of The Margaret Eaton School of Literature and Expression from which The Margaret Eaton School later developed.

THAT the interest on any unexpended part of this gift will be used also from time to time for the same purpose as the gift itself.

Donation of  
Margaret  
Eaton  
Library  
(Cont'd)

THAT the name 'The Margaret Eaton Library' will be suitably placed and maintained on or over the doorway leading to the Library and on each book forming a part of the Library, and a Portrait of the late Mrs. Eaton - to be presented by this Company - will be hung in a prominent position in the Library.

In addition, this Company is donating the sum of \$5,000 to be set up as an endowment fund to be held by the University indefinitely, the income from which is to be used from time to time for the purpose of replacing worn volumes and supplying new and additional volumes for the Library.

It is understood that the Library will be located in a permanent building of the University suitable for housing the School of Physical and Health Education and the money represented by these gifts will be expended in the discretion of the Committee of Members of the School Staff which will include Miss Somers whilst she continues to be connected with the School, and a representative of the Company; and that in consideration of these gifts the University will assume the responsibility for maintaining a good physical appearance and condition of the Library, its furnishings and equipment.

Yours very truly,

December 9, 1942.

(Sgd) John D. Eaton."

This donation was accepted with grateful thanks and appreciation in accordance with the terms outlined in Mr. Eaton's letter, and authority was given the Bursar for the investment of the money received in this connection.

Donation by  
T. Eaton  
Company of  
Scholarships  
and Medals

There was also presented the following letter from Mr. Eaton in connection with the donation by the T. Eaton Company Limited of Scholarships and Medals:-

"The Hon. and Rev. H.J. Cody, M.A., D.D., LL.D.,  
President, University of Toronto,  
Queen's Park,  
Toronto, Ontario.

Dear Doctor Cody:-

RE: Scholarships and Medals

The arrangements in connection with the taking over by the University of the premises formerly occupied by The Margaret Eaton School at a nominal rental having been completed, we wish to confirm the proposal made some time ago as to Scholarships and Medals to be donated by this Company as a tribute to the memory of the late Mrs. Timothy Eaton, widow of the Founder of this business, and to the memory of the late Mrs. Emma Scott Raff Nasmith, first Principal of The Margaret Eaton School of Literature and Expression.

We are pleased to donate six Scholarships for the 1942-43 School Year which will be known as 'The Margaret Eaton Scholarships', and two Medals, one of which will be known as 'The Margaret Eaton Gold Medal' and one as 'The Emma Scott Nasmith Gold Medal'.

The Scholarships for the 1942-43 School Year will consist of three to be awarded to students completing their First Year and entering the Second Year, and three to be awarded to students completing their Second Year and entering the Third Year. The Medals are to be awarded to students completing the Third or Graduating Year.

The Scholarships and Medals for the 1942-43 School Year will be awarded in the manner as follows:-

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